

State of Illinois  
Department of Central Management Services  
Bureau of Personnel  
Springfield, Illinois 62706

**Supplementary Examination Announcement**

**SOCIAL WORKER III – 41413**

Monthly Salary Range: \$3580 - \$5338

Regular Test - No Option

Option MC - Manual Communications Skills

Option SS - Spanish Speaking

All selected options may be listed on one application.

General duties: A Social Worker III serves in a leadership capacity to professional care staff on a continuous basis as a designated team leader or lead worker, assigns cases to other professionals, monitors other professionals' work and counsels other professionals. As the designated leader for a professional team, guides, advises and coordinates the professional interdisciplinary team in the formulation and administration of recipient care and treatment/habilitation; and reviews recipient's treatment/ habilitation, evaluation and progress. As the designated lead worker of a unit, is responsible for maintaining a working knowledge of the needs and treatment/habilitation plans of each recipient on the unit; and trains lower level professional staff. A Social Worker III may assume responsibility for a caseload including cases of an advanced complexity level.

Minimum Training and Experience Required to Obtain Supplemental Questionnaire:

Requires Master's degree in social work (MSW) from a recognized college or university supplemented by two years of professional social work experience in the evaluation and treatment/ habilitation of mentally ill, developmentally disabled, or other disabled persons.

Experience cannot be accepted in lieu of the required MSW degree.

Some positions may require the School Social Worker Endorsement from the Illinois State Board of Education or licensure as a Social Worker by the Department of Professional Regulation (320 West Washington, Springfield, Illinois 62786).

May require licensure as a Clinical Social Worker by the Department of Professional Regulation.

Test and weights: Training and experience evaluation (Supplemental Questionnaire) 100%. Candidates must meet minimum training and experience requirements; however the grade will be derived from the questionnaire.

Length of eligibility period: One year.

(Continued on reverse side)

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**YOU NEED NOT APPEAR AT A TEST CENTER FOR THIS EXAMINATION.**

Send a completed application (CMS-100) to the Department of Central Management Services, Bureau of Personnel, Room 500, Stratton Office Building, Springfield, Illinois 62706. Your training and experience will be evaluated from your application.

The Supplemental Questionnaire will be mailed to you. ONLY one questionnaire needs to be completed if you are applying for Social Worker I, II, III, Regular, MC, or SS. The minimum requirements and scoring standards are different for each title, but the information required for all titles is on one questionnaire.

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**AN EQUAL OPPORTUNITY EMPLOYER**

Option MC - Manual Communication Skills: At the time of the job interview, the eligible will be required to exhibit the ability to communicate effectively with the deaf by utilizing American Sign Language concepts and manual communication skills. Failure to exhibit these abilities will result in disqualification for this option.

Option SS - Spanish Speaking: At the time of the job interview, the eligible will be required to exhibit the ability to understand and speak Spanish and English fluently. Failure to exhibit this ability will result in disqualification for this option.

Counties in which positions are established: Clinton, Cook (SS), DuPage, Kane, Kankakee, Lee (MC), Morgan, Randolph, Saline, Sangamon, Union, Will, Winnebago.

(MC) Indicates Manual Communication Option is also established in that county.

(SS) Indicates Spanish Speaking Option is also established in that county.

Counties listed include all counties in which positions have been established, and does not represent immediate openings. This listing is based on information currently available and is subject to change.